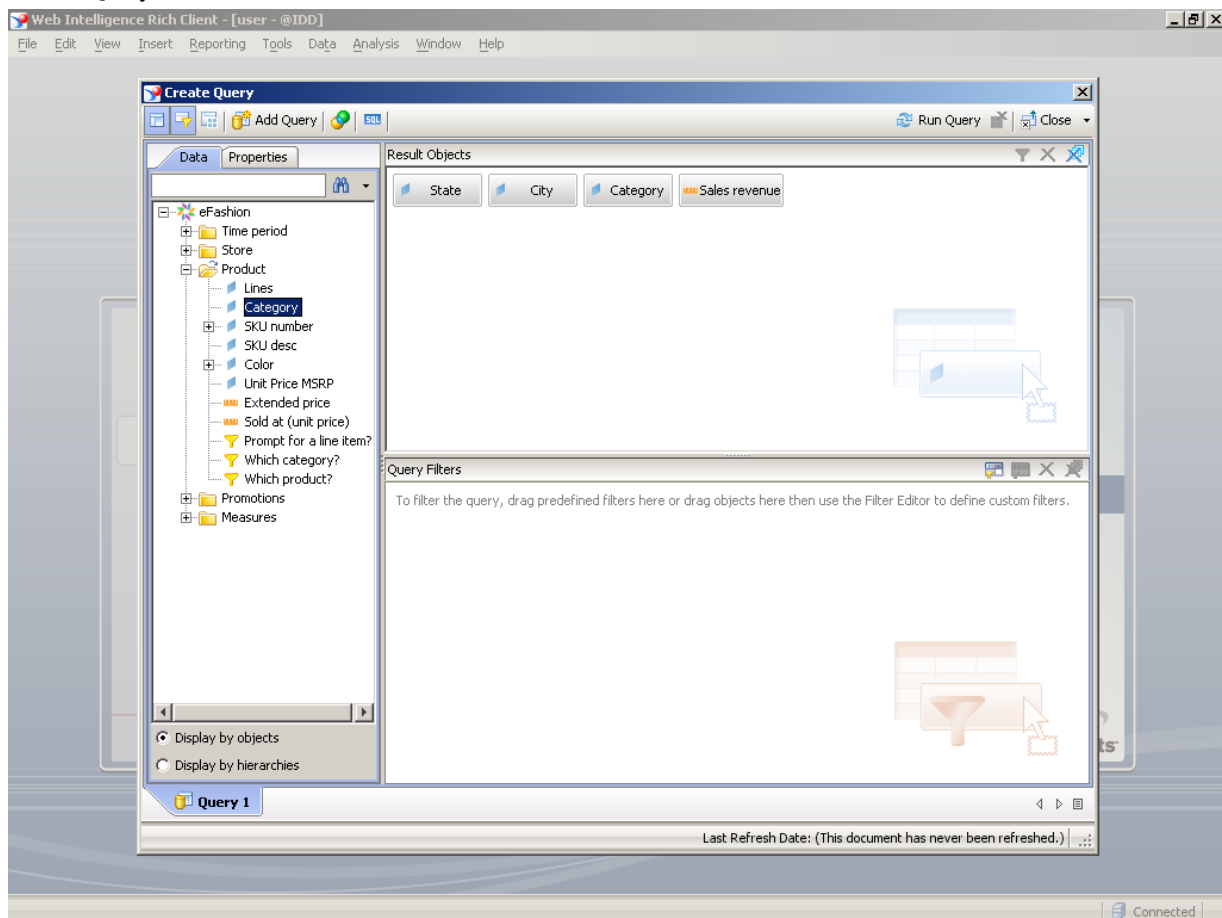


Using prompts to filter data

Procedure

1. Start the transaction using the menu path or transaction code.

Create Query

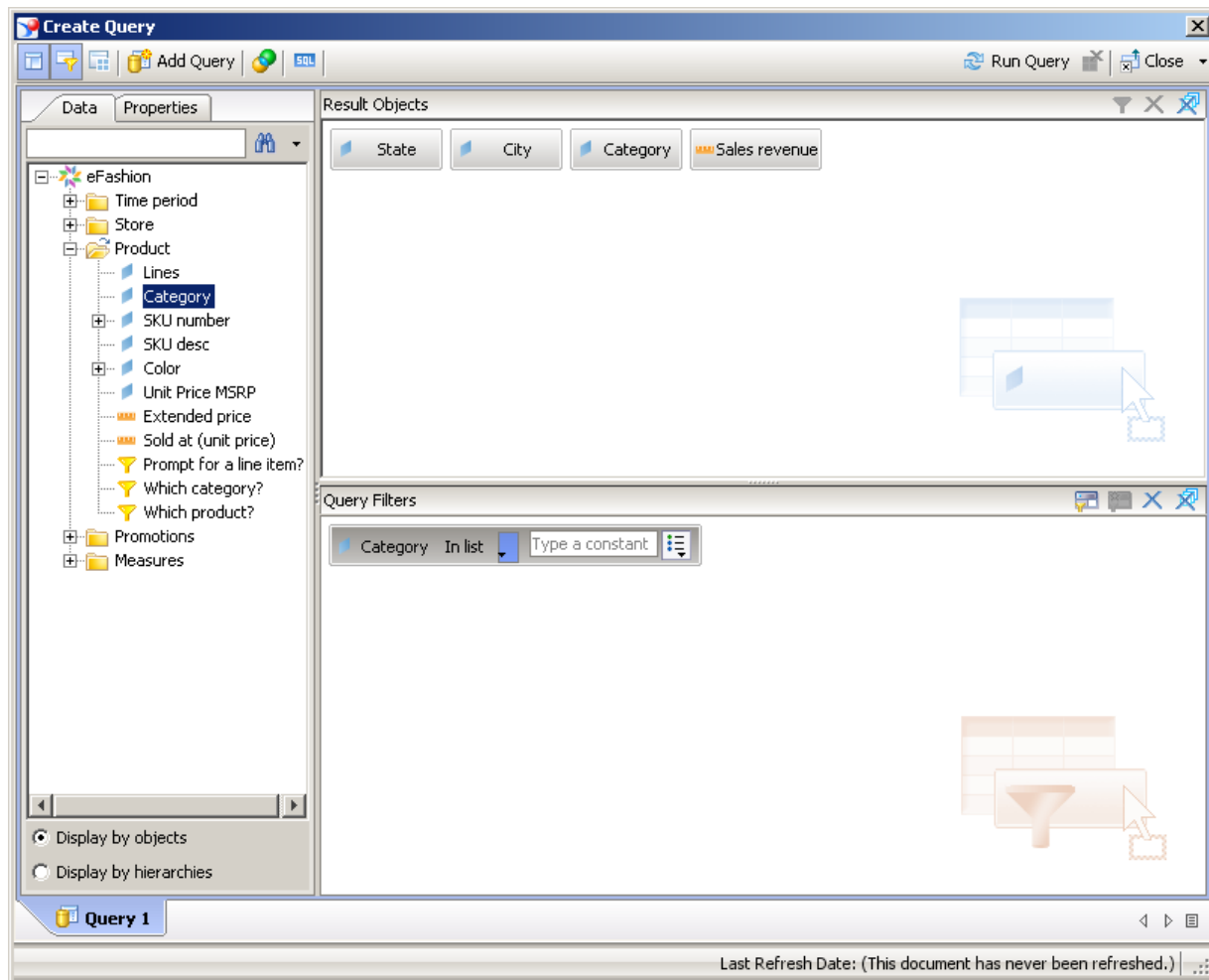


2. Drag **Category** to the **Query Filters** pane.

In this exercise, you create a filter that will prompt the user to select a product category to view in the report.

Using prompts to filter data

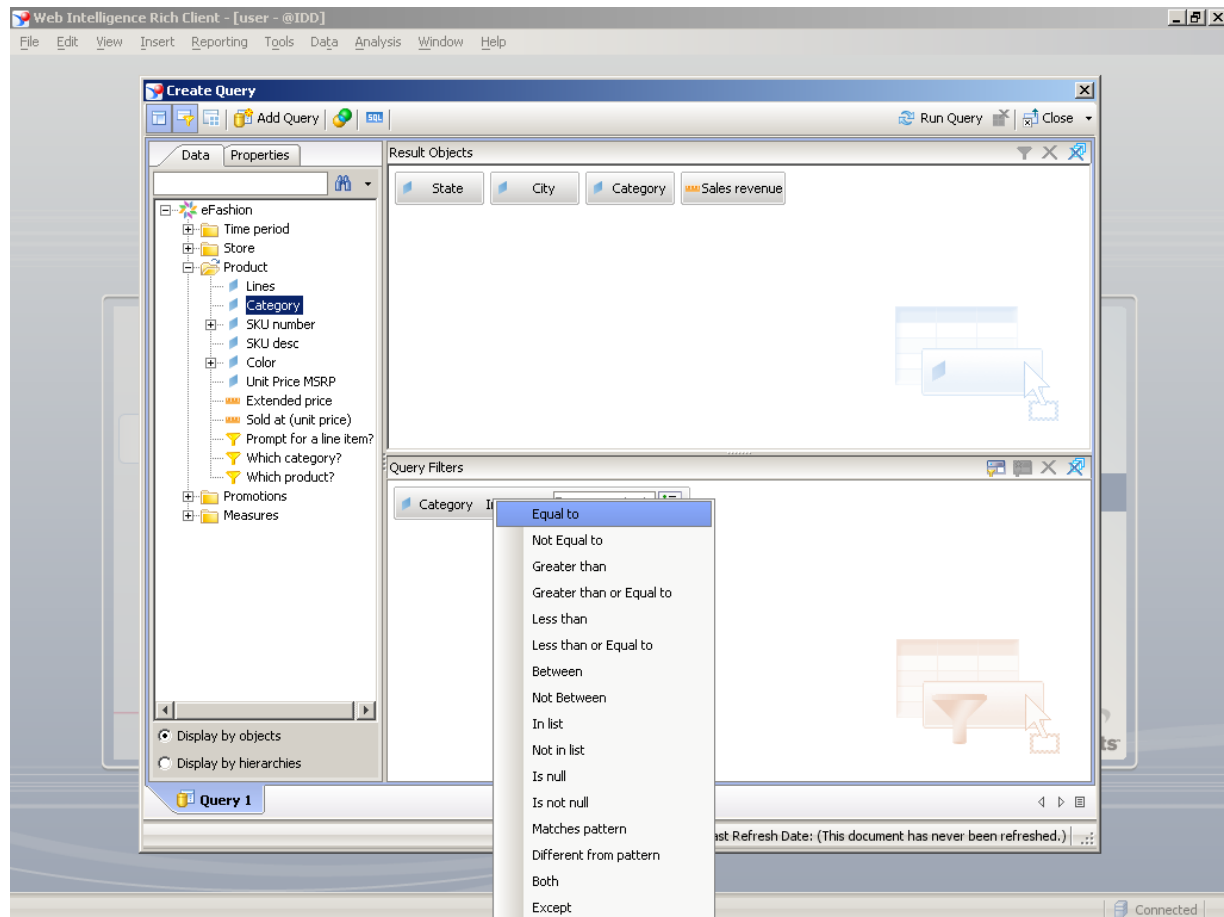
Create Query



3. Click **In list**.

Using prompts to filter data

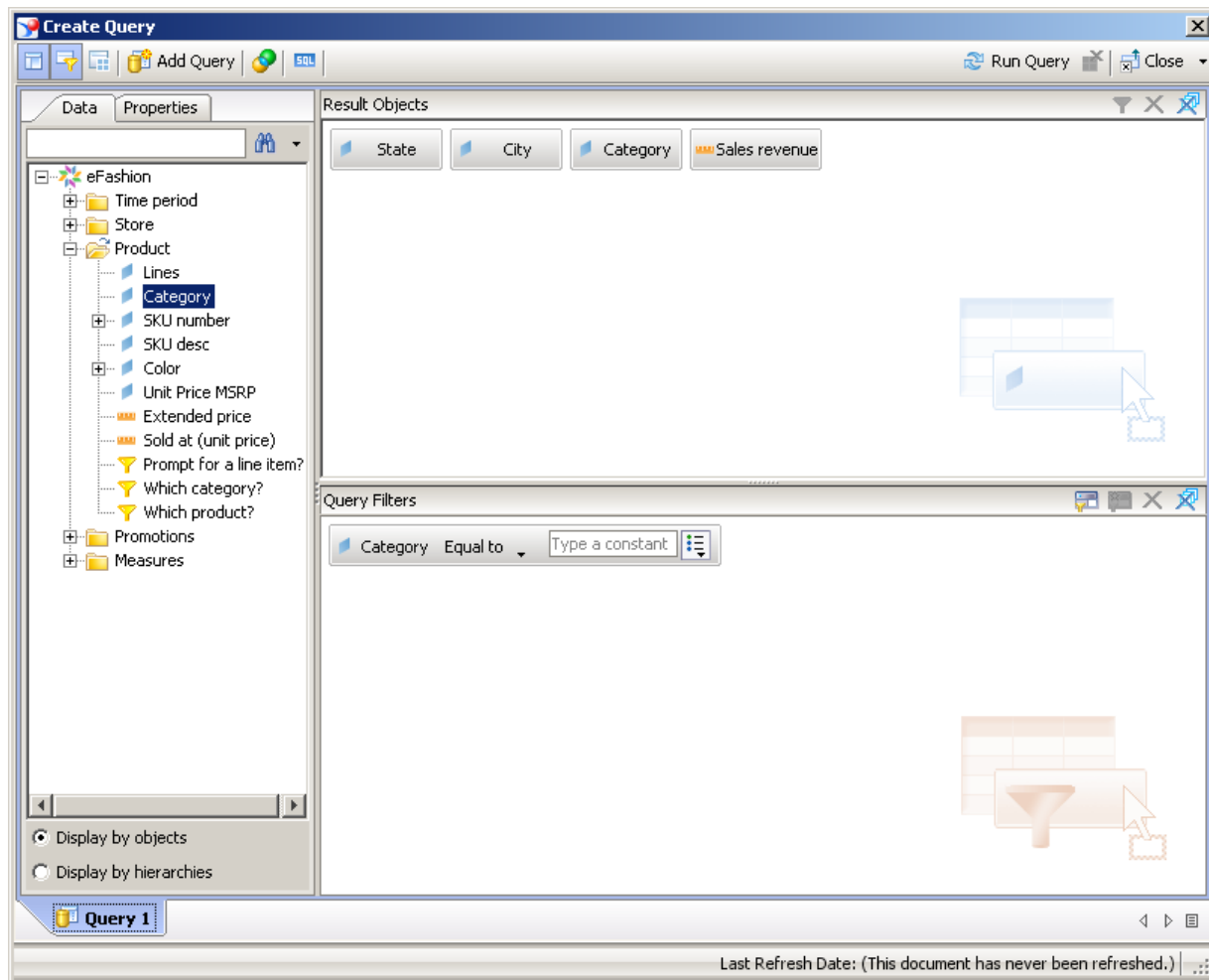
Create Query



4. Click **Equal to**.

Using prompts to filter data

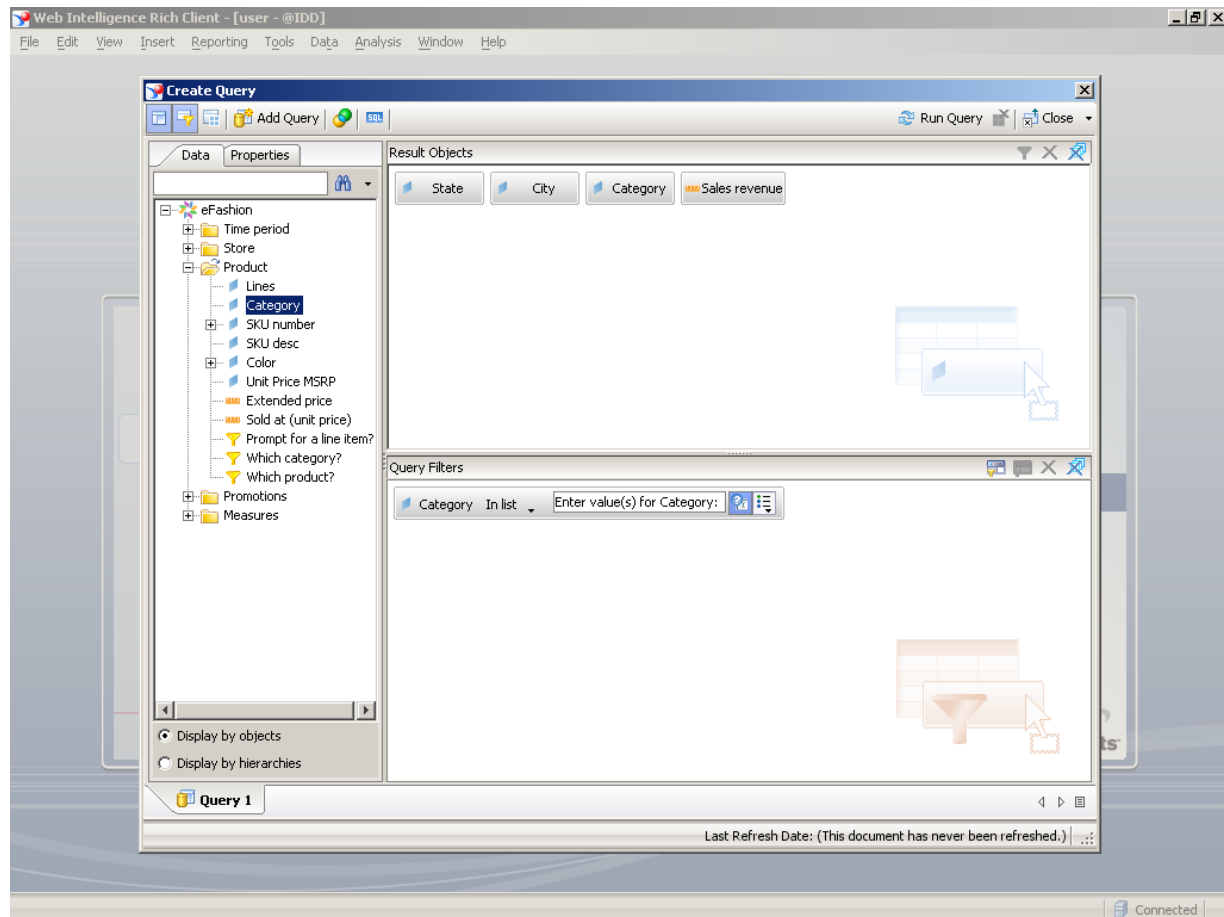
Create Query



5. Click **Type a Constant**.
6. Click **Prompt**.

Using prompts to filter data

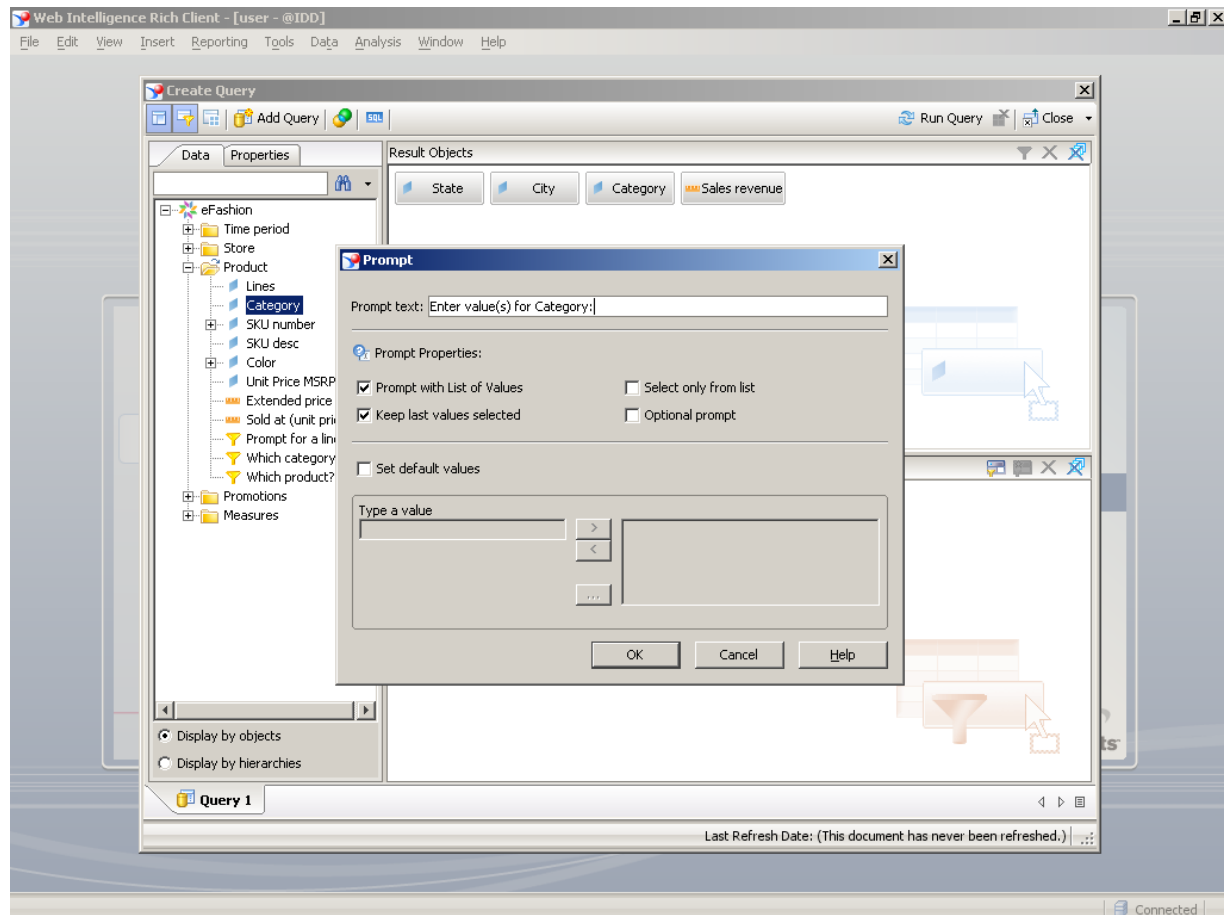
Create Query



7. Click **Prompt Properties** .

Using prompts to filter data

Prompt



8. Click in the **Prompt text:** field.

The Prompt dialog box appears. Change the message that will be displayed to prompt the user, so that it is easier to understand.

In the actual application, you would highlight the text with your mouse and then type over it.

9. As required, complete/review the following fields:

Field	R/O/C	Description
	R	Example: Enter a category:

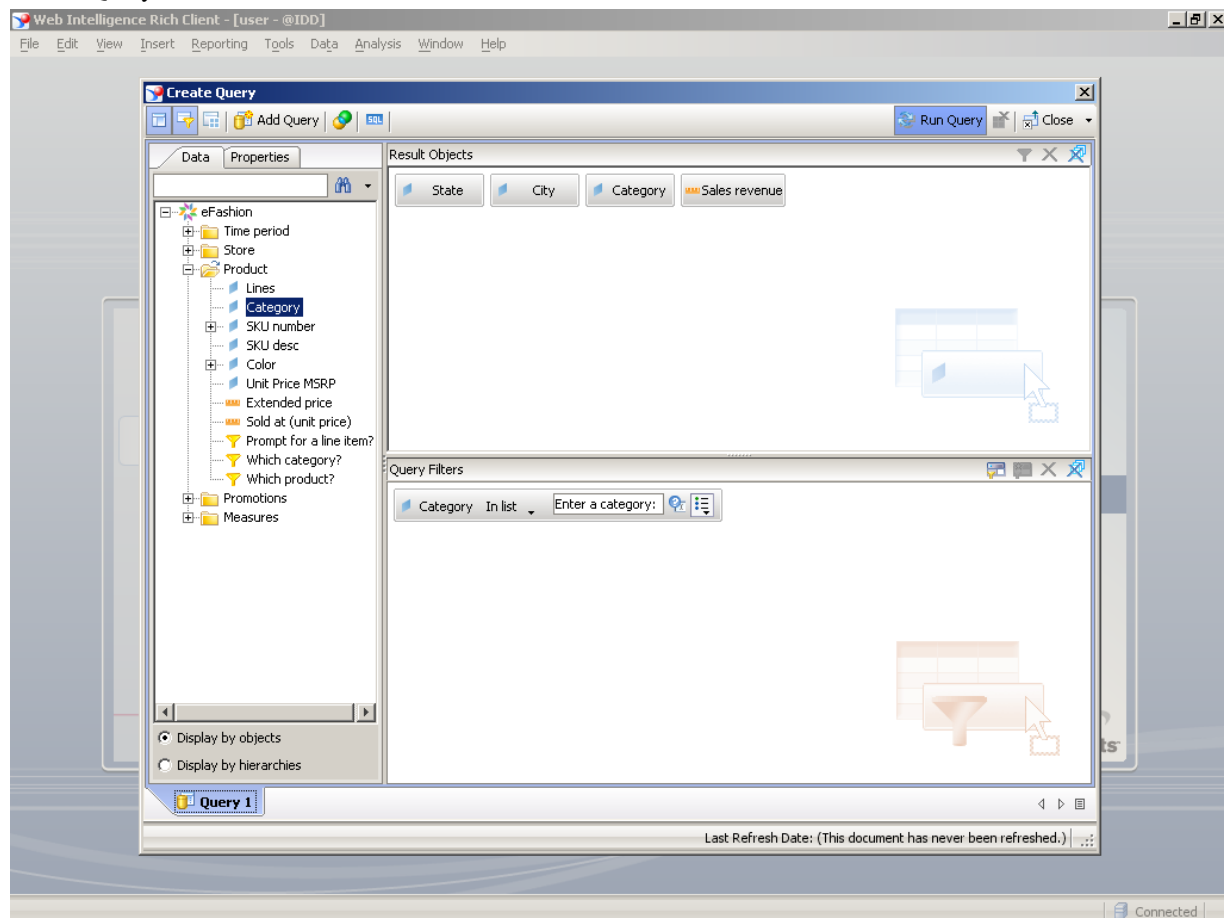
Using prompts to filter data

10. Click the **Keep last value(s) selected** checkbox.

To ensure that users are prompted to choose a category each time they run the query, deselect the Keep last values checkbox.

11. Click **OK**.

Create Query

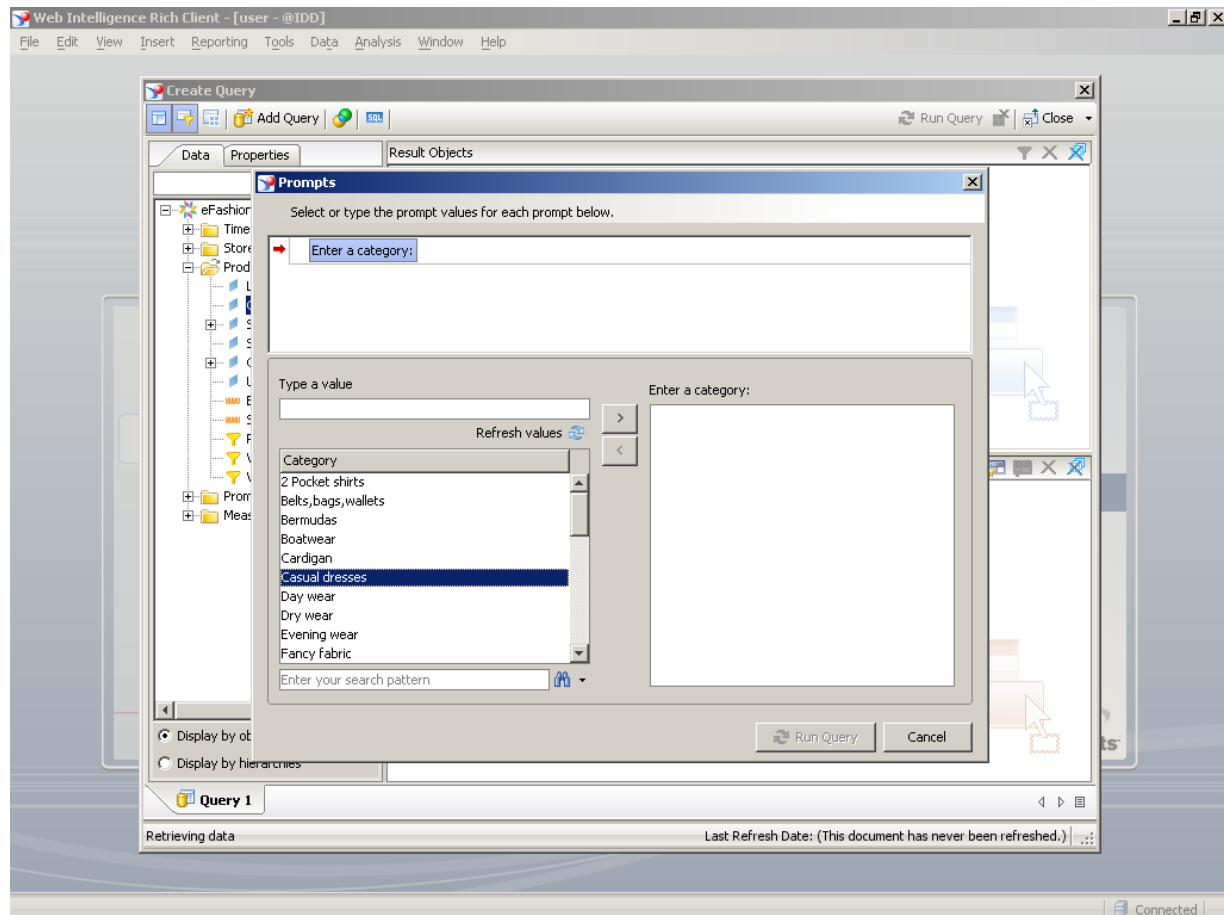


12. Click **Run Query**.

The Web Intelligence Rich Client displays the filter definition in the Query Filters pane.

Using prompts to filter data

Prompts



13. Double-click **casual dresses**.

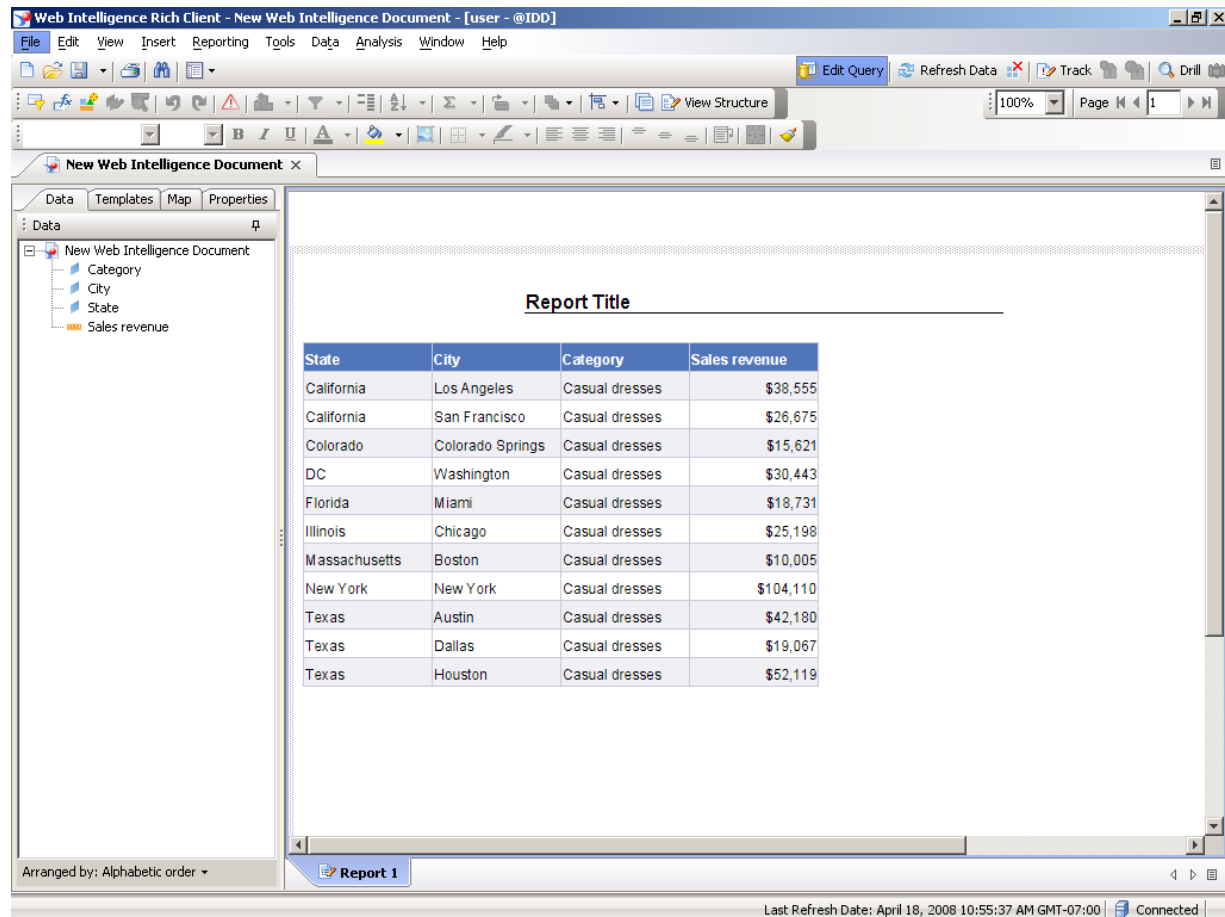
Before the query can be executed, the Prompts dialog box appears, and requests you select the value you want to view in the report.

This box is presented to any user who refreshes the data or edits the query in this document.

14. Click **Run Query**.

Using prompts to filter data

Web Intelligence Rich Client



The screenshot shows the Web Intelligence Rich Client interface. The main window displays a report titled "Report Title" with a table of sales revenue data. The table has four columns: State, City, Category, and Sales revenue. The data is filtered to show only "Casual dresses".

State	City	Category	Sales revenue
California	Los Angeles	Casual dresses	\$38,555
California	San Francisco	Casual dresses	\$26,675
Colorado	Colorado Springs	Casual dresses	\$15,621
DC	Washington	Casual dresses	\$30,443
Florida	Miami	Casual dresses	\$18,731
Illinois	Chicago	Casual dresses	\$25,198
Massachusetts	Boston	Casual dresses	\$10,005
New York	New York	Casual dresses	\$104,110
Texas	Austin	Casual dresses	\$42,180
Texas	Dallas	Casual dresses	\$19,067
Texas	Houston	Casual dresses	\$52,119

The interface includes a menu bar (File, Edit, View, Insert, Reporting, Tools, Data, Analysis, Window, Help) and a toolbar with buttons for Edit Query, Refresh Data, Track, Drill, and View Structure. The left pane shows the Data Explorer with a tree view of the report structure. The bottom status bar indicates the last refresh date and connection status.

15. Click **Edit Query**.

Only data concerning casual dresses is displayed in the report.

Edit this prompt to specify a value that you would like to display when the query is first run.

16. Click **Equal to** .

17. Click **In list**.

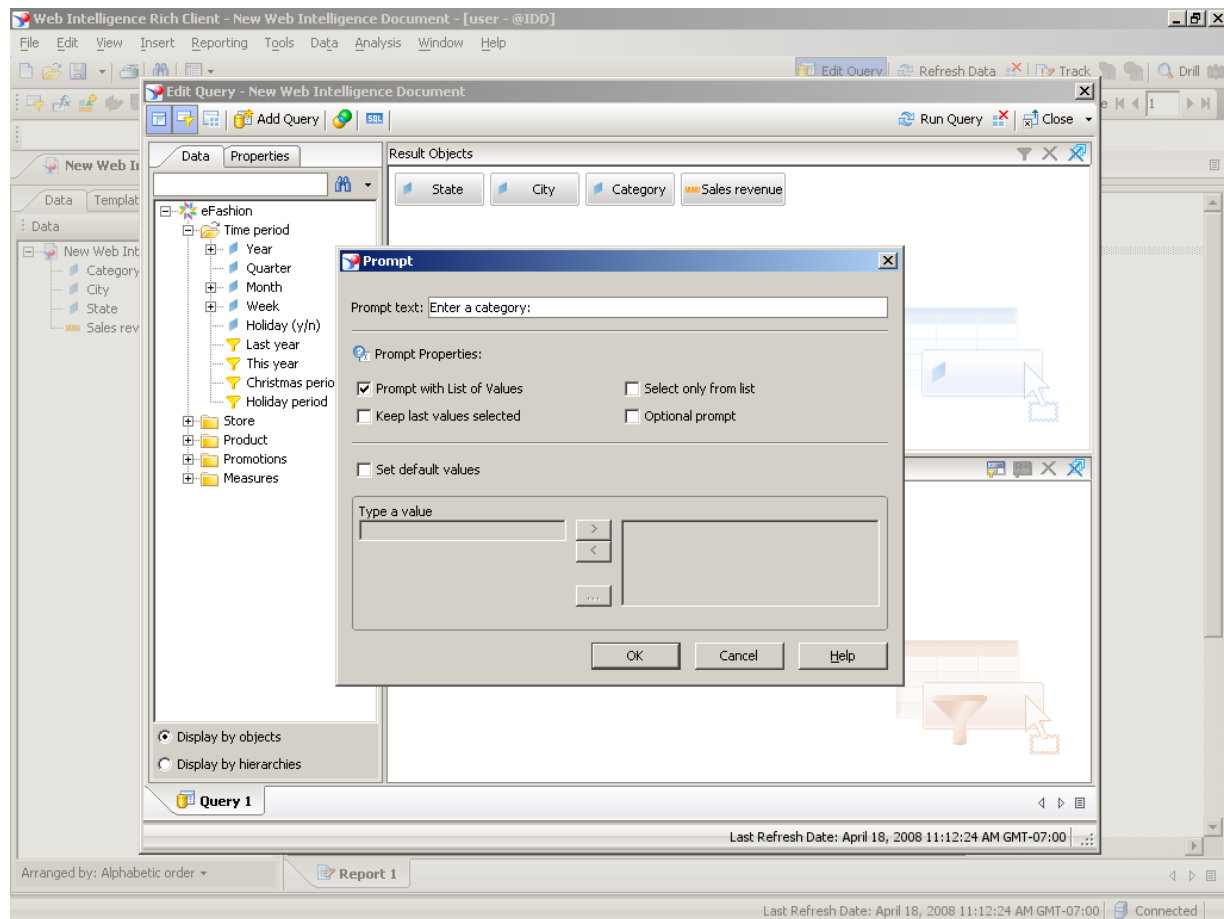
18. Click **Type a constant** .

19. Click **Prompt**.

Using prompts to filter data

20. Click **Prompt Properties** .

Prompt



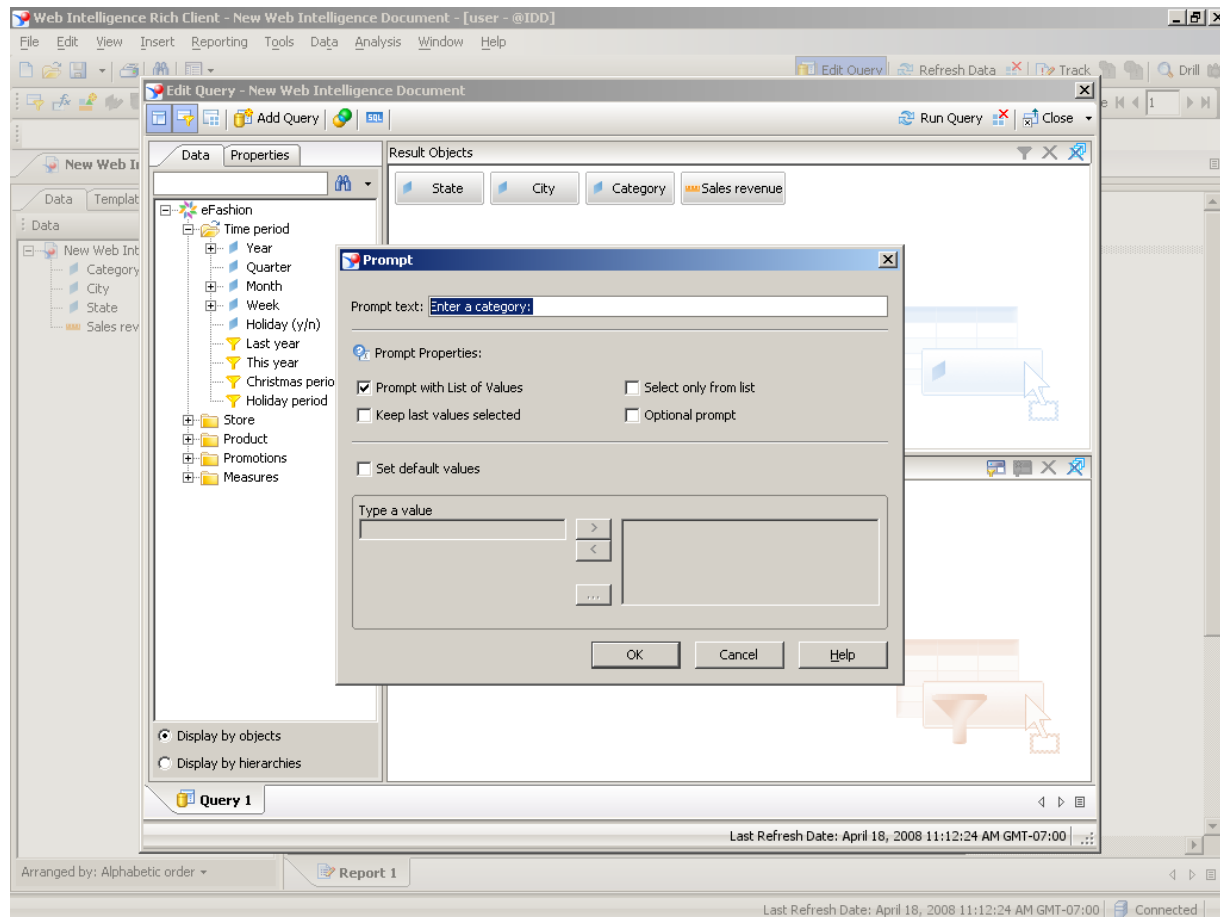
21. Click in the **Prompt text:** field.

You can change the prompted text that appears.

In the actual application, you would highlight the text with your mouse and then type over it.

Using prompts to filter data

Prompt



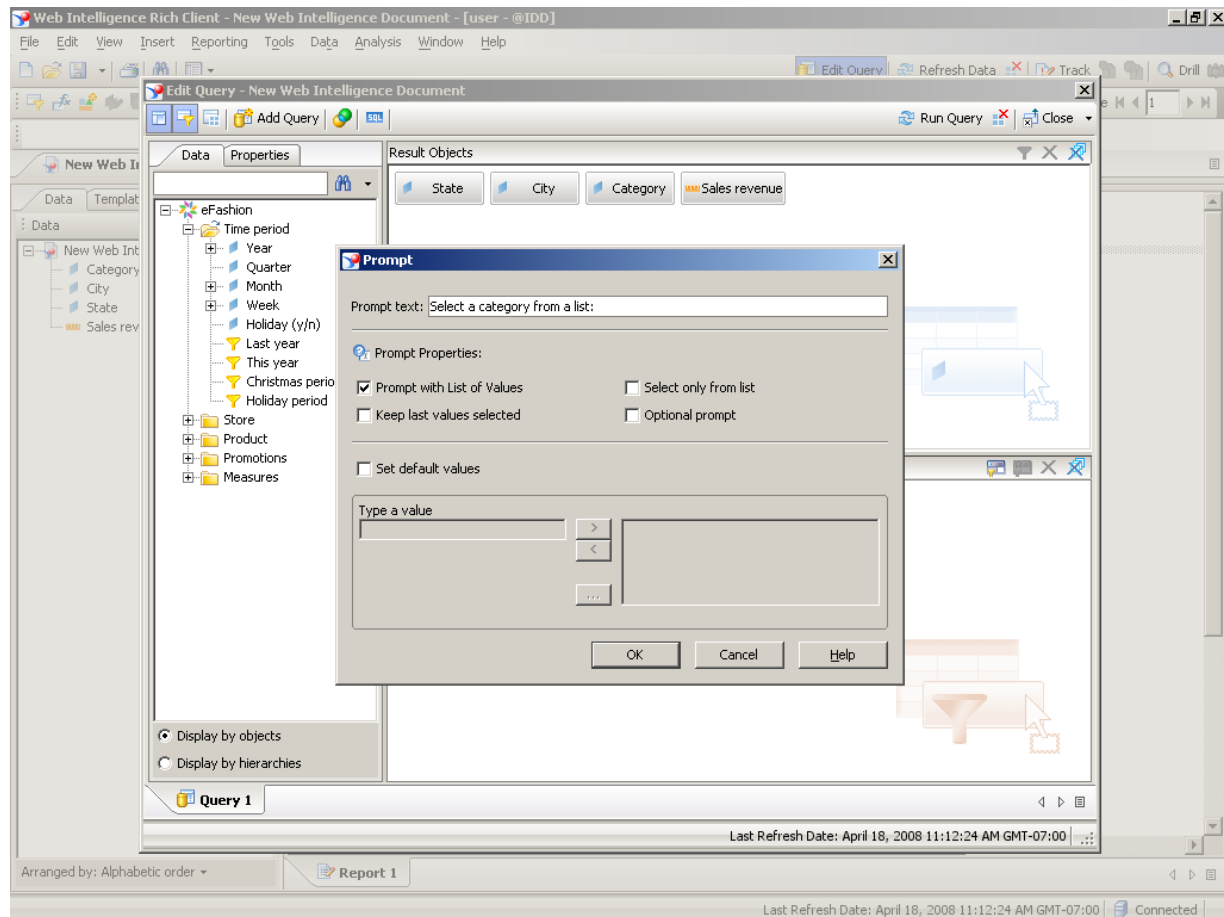
22. As required, complete/review the following fields:

Field	R/O/C	Description
	R	Example: Select a category from a list:

You can change the prompted text in the Prompt text box.
Enter the desired information.

Using prompts to filter data

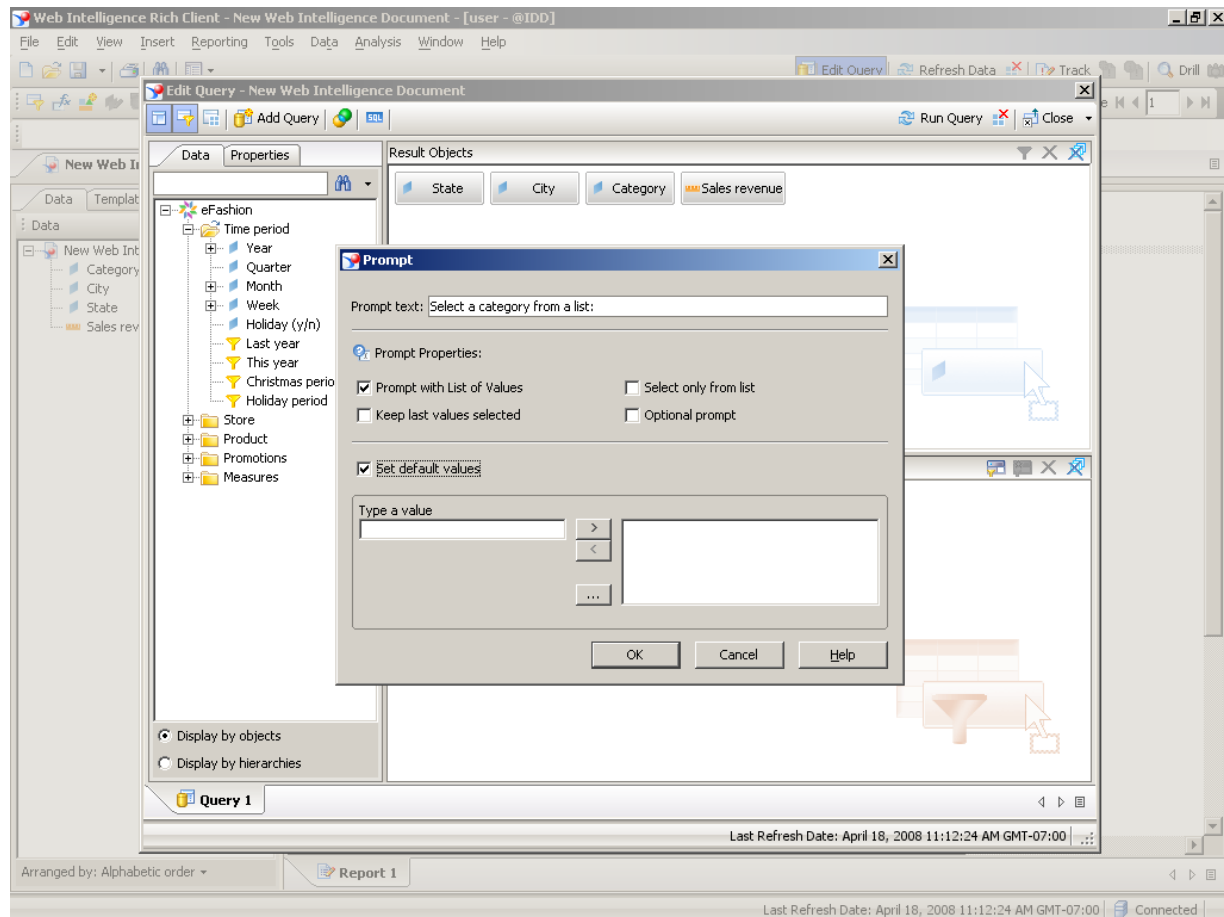
Prompt



23. Click the **Set default values** checkbox.

Using prompts to filter data

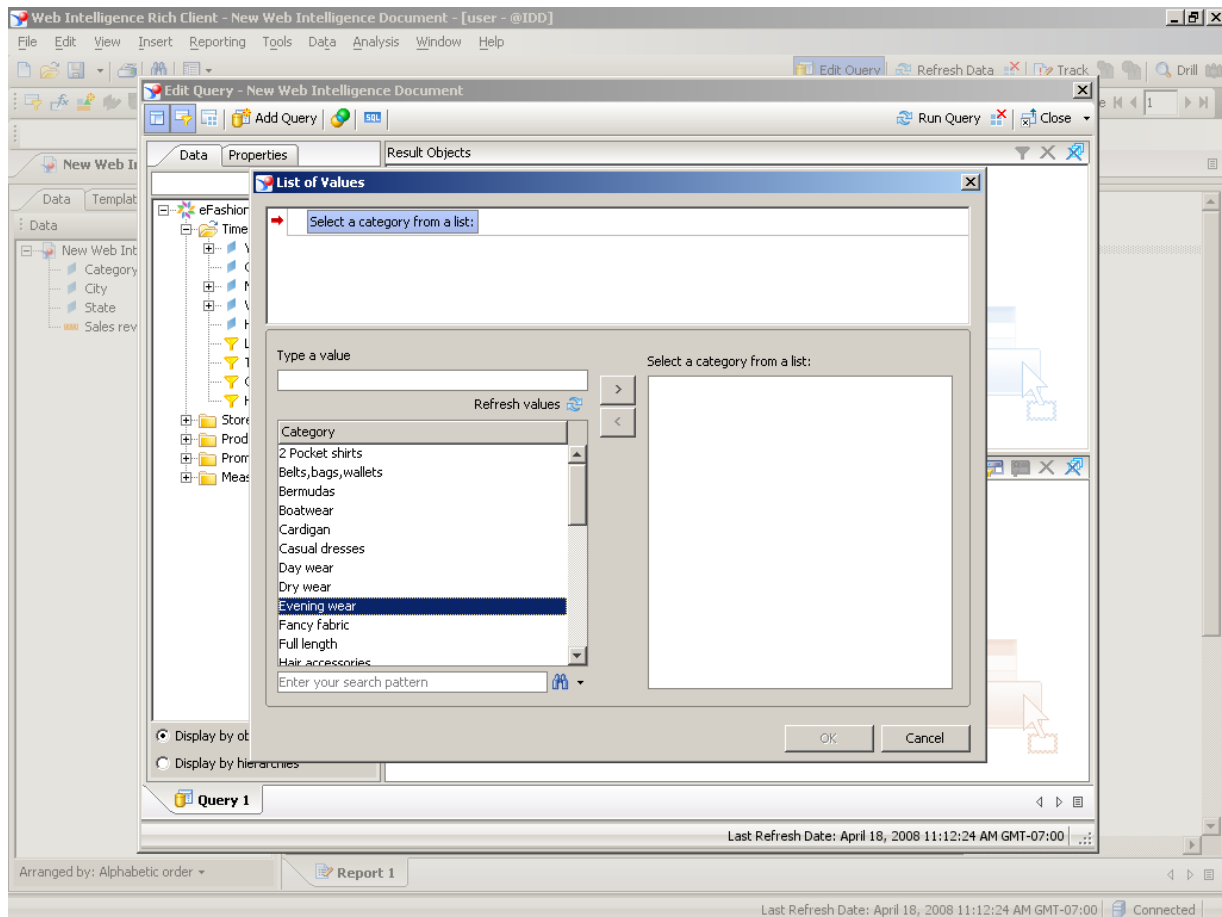
Prompt



24. Click the **ellipsis** button .

Using prompts to filter data

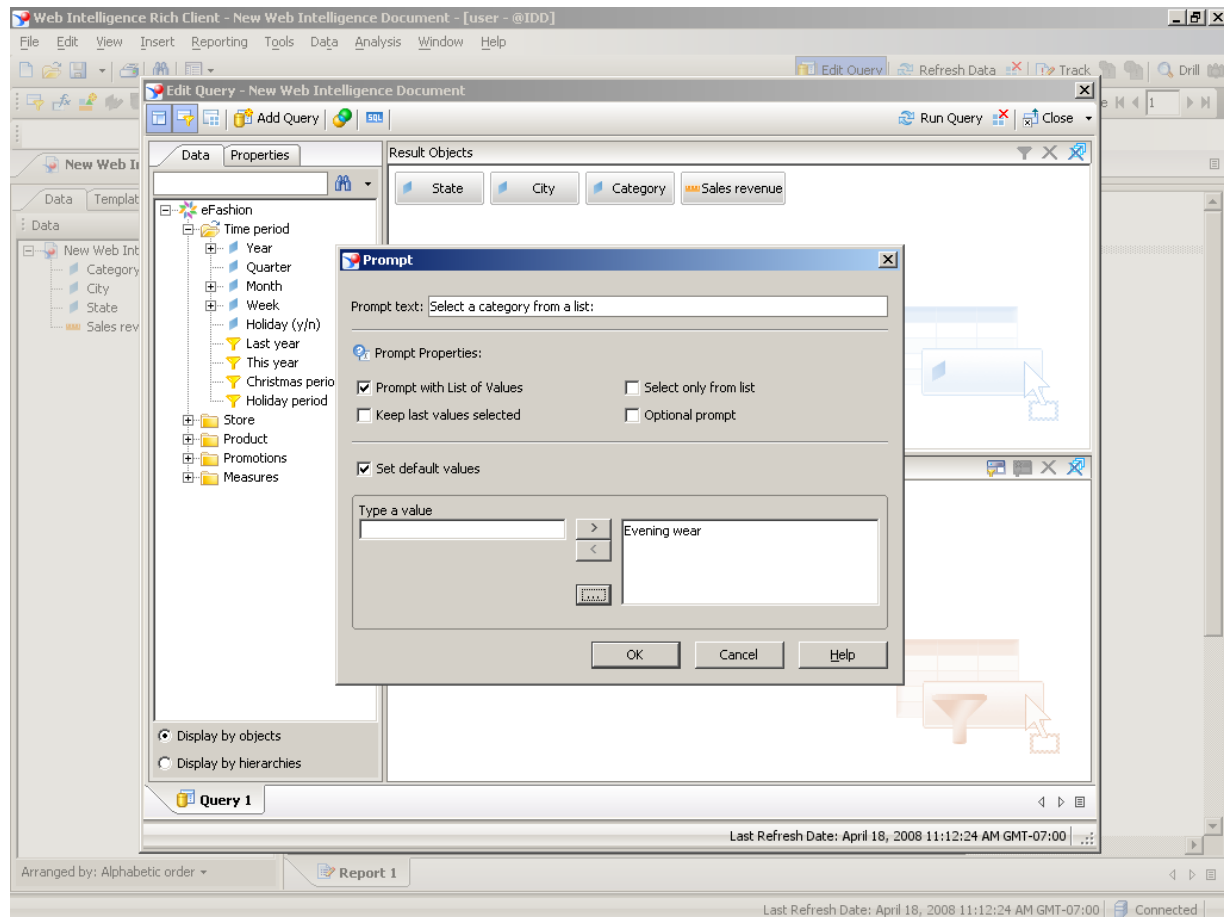
List of Values



25. Double-click **Evening wear**.
26. Click **OK**.

Using prompts to filter data

Prompt

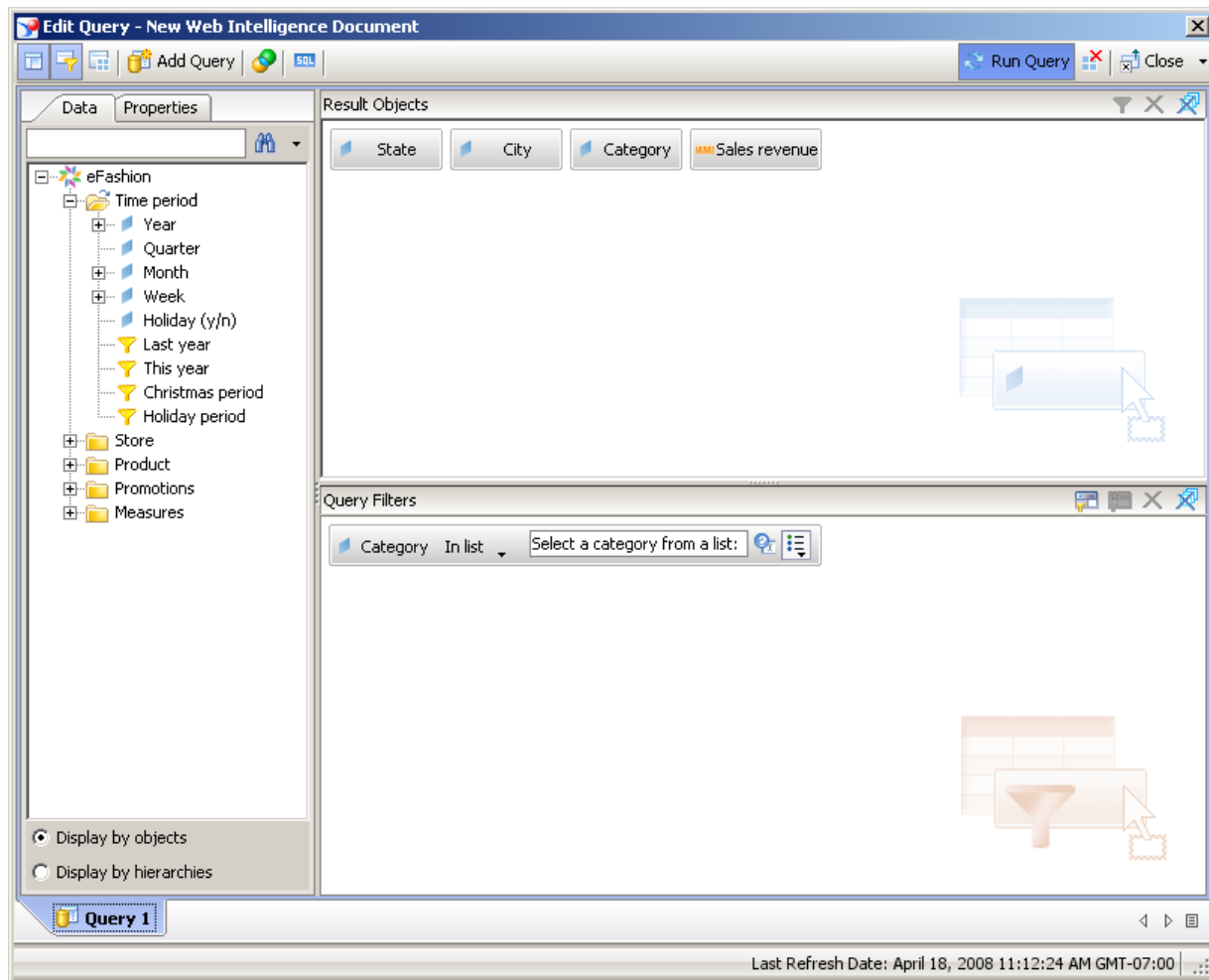


27. Click **OK**.

Evening wear is now the default value.

Using prompts to filter data

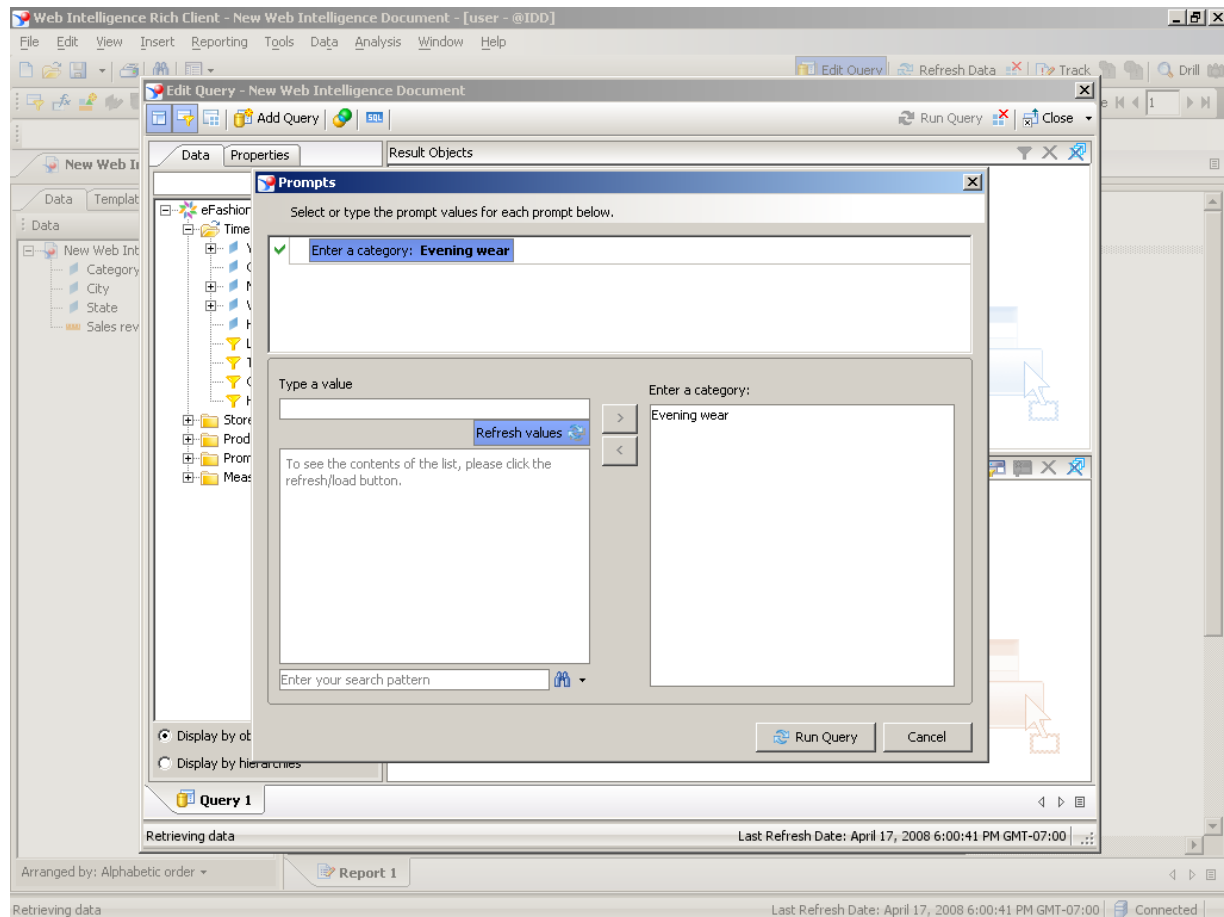
Edit Query



28. Click **Run Query**.

Using prompts to filter data

Prompts

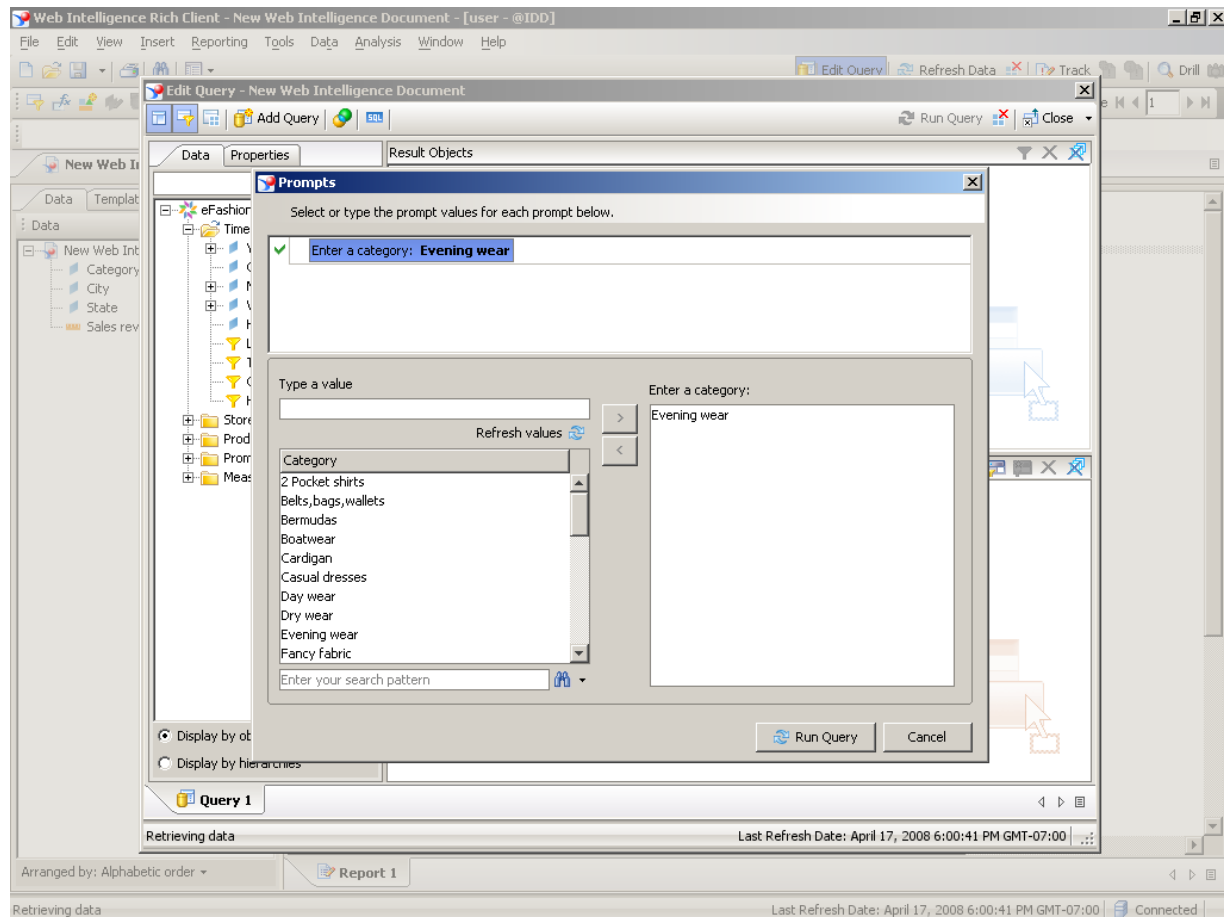


29. Click **Refresh values**.

Notice that the value you specified, Evening wear, is presented by default in the Prompt zone.
You can refresh the list to see the full list of values again.

Using prompts to filter data

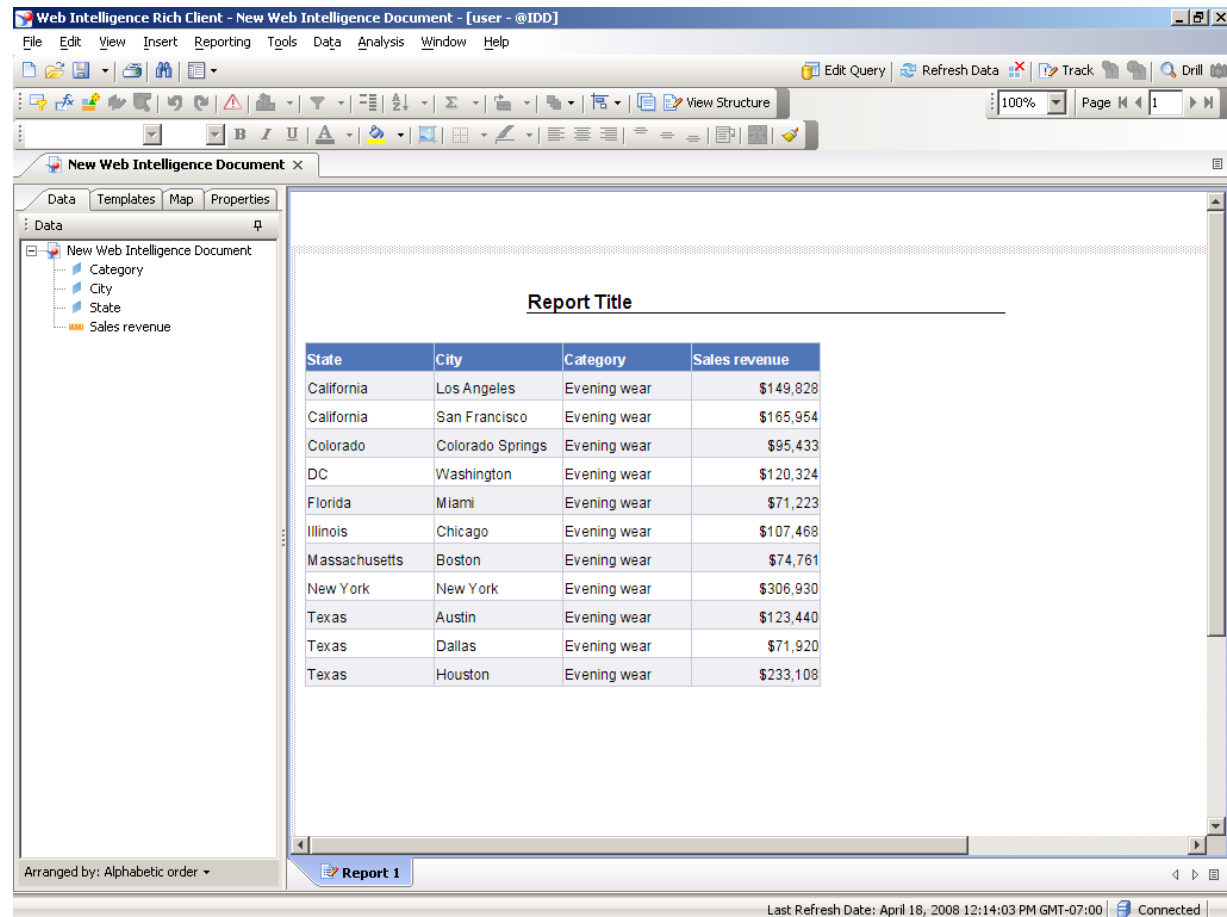
Prompts



30. Click **Run Query**.

Using prompts to filter data

Web Intelligence Rich Client



The screenshot shows the Web Intelligence Rich Client interface. The main window displays a report titled "Report Title". The report contains a table with the following data:

State	City	Category	Sales revenue
California	Los Angeles	Evening wear	\$149,828
California	San Francisco	Evening wear	\$165,954
Colorado	Colorado Springs	Evening wear	\$95,433
DC	Washington	Evening wear	\$120,324
Florida	Miami	Evening wear	\$71,223
Illinois	Chicago	Evening wear	\$107,468
Massachusetts	Boston	Evening wear	\$74,761
New York	New York	Evening wear	\$306,930
Texas	Austin	Evening wear	\$123,440
Texas	Dallas	Evening wear	\$71,920
Texas	Houston	Evening wear	\$233,108

The left pane shows the Data Explorer with the following structure:

- New Web Intelligence Document
 - Category
 - City
 - State
 - Sales revenue

The bottom status bar indicates: Last Refresh Date: April 18, 2008 12:14:03 PM GMT-07:00 | Connected

31. Press [Enter] to continue.

Now the report displays only data concerning evening wear.

Press **[Enter]** to continue.